



**VALE OF GLAMORGAN AND CARDIFF REGIONAL COLLABORATIVE  
COMMITTEE  
7<sup>TH</sup> November 2012**

**Present:**

Councillor Bronwen Brooks - VGC  
 Miles Punter - VGC  
 Councillor Lynda Thorne – CCC  
 Mike Friel – CCC  
 Michelle Brewer – CCC  
 Pam Toms – VGC  
 Frances Beecher – Cymorth  
 Ceri Meloy – Cymorth

Mark Sheridan – CHC  
 Fiona Kinghorn – Public Health  
 Sian Harrop-Griffiths – CVUHB  
 Peter Greenhill – Probation  
 Simon Prothero – WG  
 Nathan Cook - WG

**Apologies:**

Matt Kennedy – CHC  
 Dr Sian Griffiths – Public Health

	<b>Action</b>
<p><b>Introductions and Apologies</b>            Councillor Bronwen Brooks (Chair) welcomed everyone to the first Regional Collaborative Committee (RCC) for the Vale of Glamorgan and Cardiff.</p> <p>Everyone introduced themselves and the Organisations which they represented and two apologies were noted.</p>	
<p><b>Election of Vice Chair</b>            Frances Beecher (FB) was nominated by Mark Sheridan (MS) as the Vice Chair of the RCC and approved by all attendees.</p>	
<p><b>Terms of Reference</b>            The draft Terms of Reference had been circulated prior to the meeting and were agreed by all with no changes.</p> <p>Finalised Terms of Reference to be sent to all Members of the RCC.</p>	PT
<p><b>Conflict of Interest Forms</b>            Councillor Brooks outlined the need for members of the RCC to be</p>	

<p>aware that they were required to declare any conflict of interest at the start of all RCC meetings and that specially prepared forms would be available for completion.</p>	<p>ALL</p>
<p><b>Vale of Glamorgan Council Presentation (copy attached)</b>  Pam Toms (PT) outlined the how the Supporting People programme was administered in the Vale of Glamorgan, the team, the local planning process, the existing services, vulnerable clients presentations in 2011/12, new service priorities and how the grant received from Welsh Government was currently spent.</p> <p>Peter Greenhill (PG) commented on the low number of offenders shown as presenting in 2011/12 compared with the number dealt with by Probation in the same period. PT advised that data on presentations and unmet support needs was collected through the completion of individual needs assessment forms and data provided by both the statutory and voluntary sector organisations who work with vulnerable people and that unfortunately there were still some organisations that did not provide this information despite attending supporting people planning meetings. This can lead to gaps in information which was constantly flagged up with the non contributing organisations as it resulted in a lack of evidence for new service development.</p> <p>PT went on to highlight future challenges in delivering the SP programme, which included the difficulties faced by local authorities in trying to meet the requirements of the new Supporting People Guidance, whilst also complying with the Council's Financial Regulations and Standing Orders in respect of retendering services.</p> <p>The subject was debated and it was agreed that an invitation be extended to Richard Doonan (WLGA) who advised the national SP working groups on procurement for the guidance to attend the next meeting of the RCC to discuss this further.</p>	<p>PT</p>
<p><b>Cardiff Council Presentation (copy attached)</b>  Michelle Brewer (MB) outlined the services, team and planning process in Cardiff Council and highlighted that the Council will receive a 4% funding cut each year over the next five years in the grant received from Welsh Government.</p> <p>Because of this significant budget cut, MB explained that the interim approach planned by Cardiff Council for 2013/14 was to ask all service providers to take a funding cut of 4% and for each organisation to enter into one contract with the Council to cover all of their services. A letter outlining this proposal would be sent to all</p>	

<p>support providers now that the proposal has been presented to the RCC. This approach will also apply to in-house services and will allow the Council time to look at how future budget cuts can be dealt with strategically.</p> <p>MS asked if there was a time frame agreed to retender the Council's Tenant Support Scheme and was advised that this would not take place before April 2013.</p> <p>Simon Prothero (SP) advised that it would be important to ensure that all sectors be made aware early of the proposed budget cuts in Cardiff as they will need to understand the knock on effect on their services and clients, particularly Health and Community Safety. The RCC requested that Cardiff report back to the RCC on the impact of these cuts. SP suggested that the RCC may want to consider setting up a task group to look at the cuts as this is what has been proposed in other regions.</p> <p>MS advised that as the CHC representative, he would take the information on the planned cuts to their next meeting and would write to Cardiff Council with feedback from members.</p> <p>Fiona Kinghorn (FK) highlighted the Prioritisation Framework that is used by Health, which evidences open decision making which Health would assist Cardiff Council to use.</p> <p>SP explained that the current redistribution formula is only an interim one and that Welsh Government would be reviewing it in 2013/14 so funding allocations could change from 2014. In addition, as Welsh Government does not yet know its future budget allocation from central government, the figures given to all local authorities for their Supporting People grant allocations from 2013 are only indicative.</p>	<p>MB</p> <p>MS</p>
<p><b>Service User Engagement</b></p> <p>An options paper was discussed and members felt that it was important to first establish the mechanisms in use across the region by providers as well as the Council, as client groups liked to engage in a variety of ways. FB said that to appoint a service user champion was also very tokenistic and that all members of the RCC had a responsibility to ensure that meaningful service user engagement takes place.</p> <p>It was therefore agreed that:</p> <ul style="list-style-type: none"> <li>• Research would be carried out to determine existing</li> </ul>	

<p>service user involvement arrangements in the region</p> <ul style="list-style-type: none"> <li>• The new Regional Development Coordinator (when appointed) would undertake service user consultation and take forward involvement on the RCC.</li> </ul>	PT/MB
<p><b>Forward Planning Programme and future Meeting Dates</b></p> <p>The draft programme proposed was approved with the inclusion of feedback from service users as a standard agenda item.</p> <p>It was agreed that monthly meetings of the RCC would take place for the first six months and that meetings would commence at 3pm on the second Wednesday of the month for the first month and the first Wednesday of every month thereafter. Dates to be circulated.</p>	PT
<p><b>AOB</b></p> <p>Mike Friel (MF) confirmed that Cardiff Council is currently planning the retendering of all of their Learning Disability projects and that this will be brought to the RCC for discussion.</p> <p>MF updated everyone on the progress on the new single access point to over 200 emergency beds for homeless clients in Cardiff which begins in December. The Council plan to bill other authorities for the beds if the service users are found to have a local connection to any area other than Cardiff.</p> <p>SP gave an update to the attendees on:</p> <ul style="list-style-type: none"> <li>• The progress of the Supporting People National Advisory Board (SPNAB) which has met on two occasions. Service User engagement is very high on its agenda and how it influences the programme.</li> <li>• The independent members on SPNAB want to visit all RCC's to ensure that they have a conduit into the SPNAB.</li> <li>• A cycle of work for SPNAB is in the process of being agreed which will be circulated when finalised.</li> <li>• The longitudinal research commissioned by Welsh Government (WG) has commenced and the census of all Supporting People services is nearly completed. Once the research has been concluded it will be useful for benchmarking services across Wales.</li> <li>• Work is ongoing on the Accreditation procedure, which will be out for a short consultation period before Christmas</li> <li>• WG is developing a workbook which will provide a consistent approach across Wales to log the number of</li> </ul>	MF

people moving through services.

- The domestic abuse paper 'Ending Violence against Women' is due to be published this month and will have implications for homelessness.
- There are implications for Supporting People on the new Housing Act.
- The new Social Security Bill could have an impact on supported housing in respect of prevention.
- The Older Person's Strategy and Action Plan is due to be published soon.

**Next Meeting: 3p.m. Wednesday 12<sup>th</sup> December in Committee Room 2, Civic Offices, Holton Road, Barry.**